

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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**ORDER REGULATING THE
SENDING OF
CORRESPONDENCE TO
CHAMBERS**

21 MC 100 (AKH)

ALVIN K. HELLERSTEIN, U.S.D.J.:

The 21 MC 100 cases have been converted into electronically filed and maintained cases. To further assist in this process, I issue the following rules governing correspondence with chambers:

1. I will no longer accept any correspondence by regular “hard copy” mail.
2. All documents should be filed using the ECF system.
3. Any document that cannot be filed using ECF should be sent by email only to wtc_letters@nysd.uscourts.gov.
4. The letters themselves should be sent as .pdf attachments.
5. My Chambers Rules apply to all emailed correspondence just the same as they apply to regular correspondence. Copies of these rules are available at http://www.nysd.uscourts.gov/individual_practices/hellerstein.pdf

SO ORDERED.

Dated: New York, New York
March 22, 2005

ALVIN K. HELLERSTEIN
United States District Judge